

BILL NO. S-96-06-05

SPECIAL ORDINANCE NO. G-41-96

AN ORDINANCE amending Special Ordinance No. S-61-95 which fixes the salaries of each and every appointed officer, employee, deputy assistant, departmental and institutional head of the Civil City and City Utilities of the City of Fort Wayne, Indiana for the year 1996.

WHEREAS, duties and essential functions currently being performed by one (1) Associate City Attorney are primarily for the Division of City Utilities; and

WHEREAS, City Utilities has agreed to add the position of Counsel to City Utilities to the Department of Utility Administration; and

WHEREAS, the City of Fort Wayne and the International Union of Operating Engineers Local Union No. 19 have agreed to remove the position of Payroll Clerk/Typist A from the bargaining unit; and

WHEREAS, the position of Payroll Clerk/Typist A has been reevaluated to an Administrative Assistant and is considered "Confidential" as determined by City Ordinance G-16-92, and shall be excluded from bargaining units.

NOW THEREFORE BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. That Section titled CITY UTILITIES
- Utilities Administration Special Ordinance (S-61-95) is
amended to reflect the following change:

ADD :

Counsel to City Utilities

UC

SECTION 2. That the Section titled STREET
DEPARTMENT is amended to reflect the following change:

ADD :

Administrative Assistant

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SECTION 3. That the Administrative Assistant position is considered "Confidential" as determined by City Ordinance G-16-92, and shall be excluded from bargaining units.

SECTION 4. That this ordinance shall remain in full force and effect from and after its passage and any and all necessary approval by the Mayor and shall apply to all agreements entered only after its effective date.

Council Member

APPROVED AS TO FORM AND LEGALITY

J. Timothy McCaulay
City Attorney (Corporation Counsel)



Memo

To: MEMBERS OF COMMON COUNCIL

From: PAYNE D. BROWN, DIRECTOR/ PUBLIC SAFETY/HUMAN
RESOURCES

Date: June 7, 1996

Re: **PROPOSED SALARY ORDINANCE CHANGES**

At present, the legal duties and responsibilities performed by Linda Peterson Powell are primarily for the Division of City Utilities. City Utilities has agreed to transfer this position to its Division from the Law Department.

Currently the position of Payroll Clerk/Typist A fulfills duties for both the Director of Transportation Operations and the Assistant Street Commissioner. In addition, supervisory related functions have been added to the position. Because of these combined, additional responsibilities and the confidential information related to bargaining unit matters and disciplinary actions, this position has been reevaluated to an Administrative Assistant, Labor Grade 12. Both the City and the bargaining unit have agreed to the reevaluation.



The City of Fort Wayne

STREET DEPARTMENT

M E M O

TO: TIM McCAULAY
FROM: BOB DINSE *Bob*
DATE: MAY 21, 1996
RE: INITIATING ADMINISTRATIVE ASSISTANT/STREET DEPARTMENT

The purpose of this memo is to request the elimination of the I.U.O.E. position of Payroll Clerk/Typist A in lieu of an Administrative Assistant.

A couple of years ago the position of Executive Secretary to the Director of Transportation Operations and the I.U.O.E. position of Payroll Clerk/Typist A were combined and the duties of both positions became the responsibility of the Payroll Clerk/Typist A, which remained a union job.

While this combination of jobs has worked well as a cost saving measure and also from an efficiency stand point, it is felt the position is incompatible with the employee's membership in the bargaining unit. The employee deals with confidential and discretionary information concerning collective bargaining negotiations, disciplinary actions, as well as personal correspondence for the Director of Transportation Operations and the Assistant Street Commissioner. This position also works in close contact with the Director in the transferring of information and ideas that may be in conflict with the bargaining unit. In addition I would like to add some supervision duties to this position, which are spelled out in the job description (see attached).

Thank you for your time concerning this matter. If you have any questions, please feel free to contact me at 427-2302.

Cc: Sarah King

Enclosure

Read the first time in full and on motion by Henry,
and duly adopted, read the second time by title and referred to the
Committee on Finance (and the City Plan Commission
for recommendation) and Public Hearing to be held after due legal notice, at
the Common Council Council Conference Room 128, City-County Building, Fort
Wayne,, Indiana, on _____, 19____, the _____ day of
_____, M., E.S.T.

DATED: 6-11-96

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Read the third time in full and on motion by Crawford
and duly adopted, placed on its passage. PASSED
by the following vote:

	AYES	NAYS	ABSTAINED	ABSENT
TOTAL VOTES	<u>8</u>			<u>1</u>
BENDER	<u>✓</u>			
CRAWFORD	<u>✓</u>			
EDMONDS	<u>✓</u>			
HALL	<u>✓</u>			
HAYHURST	<u>✓</u>			
HENRY				<u>✓</u>
LUNSEY	<u>✓</u>			
RAVINE	<u>✓</u>			
SCHMIDT	<u>✓</u>			

DATED: 6-25-96

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne,
Indiana, as (ANNEXATION) (APPROPRIATION) (GENERAL)
(SPECIAL) (ZONING) ORDINANCE RESOLUTION NO. 8-41-96
on the 25th day of June, 19 96

ATTEST:

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

(SEAL)
DD Schmier
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on
the 26th day of June, 19 96,
at the hour of 11:30 o'clock A., M., E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 28th day of June,
19 96, at the hour of 5:00 o'clock P., M., E.S.T.

PAUL HETMKE
PAUL HETMKE, MAYOR

DIGEST SHEET

TITLE OF ORDINANCE: SPECIAL ORDINANCE

DEPARTMENT REQUESTING ORDINANCE: HUMAN RESOURCES/UTILITY
ADMINISTRATION

SYNOPSIS OF ORDINANCE: Amend Special Ordinance S-61-95 as follows:

1. Add: Counsel to City Utilities to Division of City Utilities -
Utilities Administration.
2. Add: Administrative Assistant - Street Department.

EFFECTIVE OF PASSAGE: Adds Counsel to City Utilities position to
the Division of City Utilities; and Administrative Assistant to Street
Department.

EFFECT OF NON-PASSAGE: Positions not approved.

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS):

ASSIGNED TO COMMITTEE (PRESIDENT):

BILL NO. S-96-06-05

REPORT OF THE COMMITTEE ON
FINANCE
THOMAS C. HENRY - JOHN N. CRAWFORD - CO-CHAIR
ALL COUNCIL MEMBERS

WE, YOUR COMMITTEE ON FINANCE TO WHOM WAS

REFERRED AN (ORDINANCE) (~~RESOLUTION~~) XXXXXXXXXX amending Special Ordinance
No. S-61-95 which fixes the salaries of each and every appointed officer,
employee, deputy assistant, departmental and institutional head of the
Civil City and City Utilities of the City of Fort Wayne, Indiana for
the year 1996

HAVE HAD SAID (ORDINANCE) (~~RESOLUTION~~) XXXXXXXXXXXXXXXXXX UNDER CONSIDERATION
AND BEG LEAVE TO REPORT BACK TO THE COMMON COUNCIL THAT SAID
(ORDINANCE) (~~RESOLUTION~~) XXXXXXXXXXXXXXXXXX

<u>DO PASS</u>	<u>DO NOT PASS</u>	<u>ABSTAIN</u>	<u>NO REC</u>
<u>John W. Campy</u>			
<u>Robert A. Brink</u>			
<u>Donna L. Hufnagel</u>			
<u>Chloe G. Gentry</u>			
<u>Richard Hall</u>			
<u>Mark J. Kiser</u>			
<u>Q. B. [Signature]</u>			
<u>Clatus R. Edmonds</u>			

DATED: 6-25-96

Sandra E. Kennedy
City Clerk